



Required Subaward Documents for New Applications

Completed and Signed Statement of Intent (attached)

Detailed Budget

Budget Justification

A complete budget justification detailing all items requested in the sub-site budget

Statement of Work

A brief statement of the proposed research being conducted by the sub-site collaborator

Letter of Support or Collaboration from the Subsite PI for the proposed project

Biographical Sketches for Senior/Key Persons—

As needed and in a format required by the prime sponsor (i.e. NIH, DOD)

Facilities and Resources and Equipment Statements –

As applicable, description of research resources available to the sub-site collaborator for the project at their institution

Any additional documentation requested by MSKCC or required by the Sponsor

e.g. Other Support Documentation, Checklist, Key Person Contact Info, as needed

Prior to receiving subaward funding from a federal grant or contract, your organization *must* have an active DUNS number. Please see instructions [here](#) on how to obtain a DUNS number.